

*Economic* BY-LAWS  
OF  
RESOURCES DEVELOPMENT COMMISSION  
FOR BRUNSWICK COUNTY  
As Amended May 3, 1982

ARTICLE I  
(Name and Organization)

The Resources Development Commission for Brunswick County was formed and organized pursuant to and by virtue of the authority of Chapter 268 of the 1961 Session, and shall hereinafter be known as the Resources Development Commission for Brunswick County.

ARTICLE II  
(Limitations)

The Resources Development Commission for Brunswick County in its activities shall be non-partisan, non-sectarian and non-political.

ARTICLE III  
(Objectives)

Objectives of Brunswick County Resources Development Commission are to formulate projects for carrying out such economic development programs as will be beneficial to the County of Brunswick, to conduct industrial surveys as needed, advertise in periodicals or other communication media, furnish advice and assistance to businesses and industrial prospects which may locate in its area, furnish advice and assistance to existing business and industries, furnish advice and assistance to persons seeking to establish new business or industry or engage in related activities, and to encourage the formation of private business development corporations or association which may carry out such projects as securing and preparing sites for industrial development and to carry out such activities as the Commission may deem necessary in the proper exercise of the functions described herein. No money, property or funds of the Commission shall be used directly or indirectly as a subsidy or investment in capital stock or capital assets in business, industry or business venture.

ARTICLE IV  
(Purposes)

Under the supervision and jurisdiction of the Resources Development Commission for Brunswick County, there shall be set up a bureau, the purpose of which shall be to encourage and promote the development of new business and industry of all types, including the processing of agricultural, and seafood products, the development of recreational and retirement areas, and to attract tourists, in all parts of the County, based on either local or foreign capital, in any and all ways which may be

deemed advisable by the Commission; that the Commission shall have charge of the activities of this bureau, full supervision of its operation, and full responsibility for its actions; that this jurisdiction shall include employment of personnel for the bureau, supervision of its purchase and expense accounts, and administration and responsibility for all the tax funds which shall be turned over to the Commission by County authorities from the Resources Development Tax and any and all other funds which may come into its hands; the Commission shall be empowered to lease, rent, purchase, or otherwise obtain suitable quarters and office space for the Resources Development Bureau; to lease, rent or purchase necessary furniture, fixtures, and other machinery and equipment for the proper operation of the bureau; to purchase advertising space in periodicals which may be selected for that purpose, and to otherwise engage in any and all activities which shall, in its discretion, promote the business, tourist, recreational, and industrial development and general economic welfare of Brunswick County, and shall have full power to exercise any and all proper authority necessary in connection with its duties not expressly mentioned herein.

#### ARTICLE V (Members)

The Resources Development Commission shall be composed of nine (9) bi-partisan members to be named by the Brunswick County Board of County Commissioners. One member shall come from each of the six (6) townships in Brunswick County, with the three remaining being named at large from any part of Brunswick County.

From and after the third day of March 1965, all persons named to this Commission shall serve for a period of ~~three~~ (3) years except as provided for unexpired terms, and at the expiration of their three-year appointment shall continue to serve until their successors have been appointed and qualified. Each member can succeed himself upon reappointment by the County Commissioners.

Should a person be appointed to fill an unexpired term, then this person shall serve only for the period of this unexpired term and until his successor shall have been appointed and qualified.

All appointments for unexpired terms resulting from resignation, death, or other causes, shall be made by the Brunswick County Board of Commissioners. ~~The beginning date for terms of all members appointed to this Commission shall be March 3.~~

#### ARTICLE VI (Officers)

The officers of the Resources Development Commission for Brunswick County shall be a Chairman, Vice-Chairman, Secretary, and Treasurer, who shall be elected from among the members of this Commission, who shall serve for a period of one year and until his successor has been elected and qualified. Each officer so elected shall be eligible to succeed himself.

ARTICLE VII  
(Duties of the Officers)

The duties of the officers shall be, in addition to those enumerated in Chapter 268, 1961 Session Laws, as herein set out, but shall in no manner be limited thereto:

(a) Chairman - The Chairman shall be the chief officer of the Commission and shall preside at meetings of the Commission, shall have general supervision of the business affairs of the Commission, shall assist in formulating and promoting the general program of the Commission, and shall, subject to the approval of the Commission, appoint all committees. He shall be a member and chairman of the Executive Committee and a member ex-officio of all committees of the Commission. He shall, with the Secretary, sign all contracts and obligations of the Commission. He shall countersign all checks, drafts, bills of exchange, or any and all other negotiable instruments which shall properly be issued under the supervision of the Treasurer of the Commission.

(b) Vice-Chairman - The Vice-Chairman may be delegated by the Chairman to perform duties of the Chairman in the event of his temporary disability or absence from meetings. The Vice-Chairman may perform any other duties delegated by the Chairman.

Should the Chairman at any time, for any reason, be unable to continue as a member of this Commission, the Vice-Chairman shall act as Chairman until a successor has been elected and qualified to fill the unexpired term of the Chairman.

(c) Secretary - It shall be the duty of the Secretary to maintain all records of the Commission and furnish copies of all minutes to each member of the Commission which such copies are requested by the members of the Commission. The Secretary shall with the Chairman, sign all contracts and obligations of the Commission.

(d) Treasurer - The Treasurer shall have supervision of all funds administered by the Commission in any way whatsoever, shall countersign all checks, drafts, bills of exchange, or any and all other negotiable instruments which shall properly be issued under his supervision. He shall deposit all monies coming into his hands for the Commission in the United Carolina Bank or any other bank in Brunswick County as the Commission may designate. This money shall be deposited under the account and name of the Resources Development Commission for Brunswick County. No monies from this account shall be disbursed in the form of cash. The records of the Treasurer shall be set up according to acceptable accounting methods and shall be complete and current at all times. The records of the Treasurer shall be made available to the Executive Committee when requested.

## ARTICLE VIII (Executive Committee)

The Executive Committee of the Commission shall be composed of the Chairman, Vice-Chairman, Secretary, and Treasurer. In the interim between meetings of the Commission, the Executive Committee shall have charge of the routine business of the Commission. It shall have general charge of the finance and property of the Commission and may authorize expenditures within the limits imposed by the budget.

## ARTICLE IX (Fiscal Year)

The fiscal year of the Commission shall correspond with the fiscal year of the County.

## ARTICLE X (Quorum)

A quorum for a Commission meeting shall consist of six (6) or more members present.

## ARTICLE XI (Meetings)

Meetings of this Commission shall be held as often as the Chairman or members of the Commission deem necessary with at least one meeting being held each month on the first Monday. All meetings shall be at the offices of the Commission or at such other place as may be designated.

Special meetings of the Commission may be called by the Chairman or at the request of two (2) members of the Commission at any time.

Notice of both regular and special meetings shall be mailed to each member of the Commission not less than two (2) days before such meeting, provided that where a member is in attendance at a regular or special meeting, and the date for the next meeting is decided upon at this regular or special meeting no notice shall be necessary, to those members who are present. Notice of special meetings shall state in brief the purpose thereof, when this is deemed necessary by the member or members requesting such special meeting. Regular meetings of the Commission can be cancelled by like notice. No meeting of the Commission shall constitute either a regular or special meeting unless every member of the Commission has had notice of such meeting, either by being present at the last meeting when the date and time of the next meeting was set or by notice of such meeting having been mailed to him at his last known address at least two (2) days before the date of such meeting.

Absence from three (3) consecutive meetings, without a valid excuse and so recorded by the Commission shall be construed as a resignation. The

Commission shall direct the Chairman to request the Brunswick County Board of Commissioners to appoint a new member to serve out the unexpired term, at their next regular meeting.

ARTICLE XII  
(Parliamentary Procedure)

The proceedings of the Commission meetings shall be governed and conducted according to the latest edition of Robert's Manual of Parliamentary Rules.

ARTICLE XIII  
(Amendments)

Members of the Commission by a two-thirds (2/3) vote of the Commission may alter, amend, add to or repeal these by-laws provided that the Commission shall not make or alter any by-law that is in conflict with Chapter 268 of the 1961 Session Laws.

## ARTICLE X

### (Meetings)

Meetings of this Commission shall be held as often as the Chairman or members of the Commission deem necessary with at least one meeting being held each month at 6:30 p.m. on the second Monday. All meetings shall be at the offices of the Commission or at such other place as may be designated.

Special meetings of the Commission may be called by the Chairman or at the request of two (2) members of the Commission at any time.

Notice of both regular and special meetings shall be mailed to each member of the Commission not less than two (2) days before such meeting, provided that where a member is in attendance at a regular or special meeting, and the date for the next meeting is decided upon at this regular or special meeting no notice shall be necessary, to those members who are present. Notice of special meetings shall state in brief the purpose thereof, when this is deemed necessary by the member or members requesting such special meeting. Regular meetings of the Commission can be cancelled by like notice. No meeting of the Commission shall constitute either a regular or special meeting unless every member of the Commission has had notice of such meeting, either by being present at the last meeting when the date and time of the next meeting was set or by notice of such meeting having been mailed to him at his last known address at least two (2) days before the date of such meeting.

Absence from three (3) consecutive meetings shall be construed as a resignation. The Commission shall direct the Chairman to request the Brunswick County Board of Commissioners to appoint a new member to serve out the unexpired term at their next regular meeting. Per diem and mileage shall be established by the Commission from time to time.

BRUNSWICK  
COUNTY  
ECONOMIC  
DEVELOPMENT  
COMMISSION

**MEMORANDUM**

**TO:** Joyce Johnson, Clerk to the Board

**FROM:** Kelly Carter-Stanley *Kelly*

**SUBJECT:** Creation of the Brunswick County EDC.

**DATE:** November 3, 1995

As requested, please find enclosed North Carolina General Assembly legislation relating to the creation and subsequent changes of the Brunswick County Economic Development Commission. We have no articles of incorporation for our commission.

If you need further information please call me.

/kcs

enclosures



AN ACT TO AUTHORIZE THE BOARD OF COUNTY COMMISSIONERS OF BRUNSWICK COUNTY TO CALL A SPECIAL ELECTION FOR THE AUTHORIZATION OF A RESOURCES DEVELOPMENT TAX FOR BRUNSWICK COUNTY AND TO CREATE AND FIX THE POWERS OF A RESOURCES DEVELOPMENT COMMISSION FOR BRUNSWICK COUNTY.

The General Assembly of North Carolina do enact:

Section 1. The Board of County Commissioners of Brunswick County shall call a special election upon the duly presented petition of five hundred (500) qualified voters of Brunswick County, within sixty (60) days following the presenting of said petition, to determine whether it be the will of the qualified voters of said county that they levy and cause to be collected annually, at the same time and in the same manner as the general county taxes are levied and collected, a special tax at a rate not to exceed ten cents (10¢) on each one hundred dollars (\$100.00) valuation of property in said Brunswick County to be known as a Resources Development Tax, the funds therefrom, if the levy be authorized by the voters of Brunswick County to be used for the purpose of attracting new and diversified industries to Brunswick County, for the processing of agricultural and seafood products, for the encouragement and promotion of new business, industrial ventures, tourist trade, and for the promotion and development of recreational and retirement areas in said county, by use of local as well as foreign capital.

Section 2. There shall be no new registration of the voters of Brunswick County for such election. The registration books shall be open for the registration of new voters of Brunswick County at nine o'clock AM Eastern Standard Time, on the fourth Saturday before such election, and the said books shall be closed at sunset on the second Saturday before election. The Saturday immediately before the election day shall be "Challenge Day". The registrar of each precinct of Brunswick County shall be furnished with a registration book and it shall be his duty between the hours of nine o'clock AM Eastern Standard Time and sunset on each day during the period when the registration books are open, to keep open said books for the registration of new voters of Brunswick County residing within such precinct and entitled to registration. On each Saturday during the period of registration, the registrar shall attend with his registration books at the polling place of his precinct between the hours of nine o'clock AM Eastern Standard Time and sunset, for the registration of voters.

Section 3. A notice of such registration of new voters shall be published in the newspaper circulated in Brunswick County, once, not less than thirty (30) days before and not more than forty (40) days before the closing of the registration books, stating the hours and days for registration. It shall not be necessary to specify in said notice the places of said registration, except that the said notice shall state that on each Saturday during the period of registration, each registrar of Brunswick County will attend with his registration books at the polling place of his precinct, between the hours of nine o'clock AM Eastern Standard Time, and sunset for the registration of voters.

Section 4. The registrars appointed for such elections are directed to enter upon the registration books the names of any and all legal residents of Brunswick County who are or could legally be enfranchised as qualified voters for regular general elections, not heretofore registered, and who may present themselves to be registered. In addition to registering such qualified persons who so present themselves during the specified hours of registration, the said registrars are authorized and empowered during any interim period from nine o'clock AM on the first set Saturday of registration to and inclusive of elsewhere any such duly qualified persons and to register them upon the registration books.

Section 5. The hours of such an election, on a date to be designated by the Board of County Commissioners of Brunswick County, are fixed at seven o'clock AM to seven o'clock PM. The said special election, if called, shall be under the control and supervision of the Brunswick County Board of Elections, and at such special election, said election board shall cause to be placed at each voting precinct in Brunswick County a ballot box marked "Resources Development Tax Election". At said election all voters of Brunswick County who are duly qualified electors and who are duly registered may vote in said election. Each of said voters, when he or she comes to the polling place to vote, shall be supplied by the election officials with a ballot. The form of the question shall be in substantially the words "For Resources Development Tax" and "Against Resources Development Tax", which alternates shall appear separated from each other on one ballot containing opposite and to the left of each alternate, squares of appropriate size in one of which squares the voters may make a mark "X" to designate the voter's choice for or against such tax. Such ballots shall be printed on white paper, and each polling place in Brunswick County shall be supplied with a sufficient number of ballots not later than the day before the election.

Section 6. The duly appointed judges and other election officials who are named and fixed by the Brunswick County Board of Elections shall count the ballots so cast in such election and the results of the election shall be officially canvassed, certified, and announced by the proper officials of the Brunswick County Board of Elections, according to the manner of canvassing, certifying, and announcing the elections held under the general election laws of the State. Except as herein otherwise provided, the registration and election herewith provided for shall be conducted in accordance with the general election laws of the State as provided for local elections.

Section 7. If the majority of the qualified voters in such election does not favor the levying of such tax, no other election pursuant to the provisions of this Act may be held until the expiration of a period of one year from the date of the preceding election pursuant to the provisions of this Act. New elections may be held under the provisions of this Act if, in the previous election, a majority of the qualified electors in the county voted against said tax levy; provided, however, said board of county commissioners shall call a subsequent election only upon the duly presented petition of one thousand (1,000) qualified voters of Brunswick County.

Section 8. If a majority of those voting in such election favors the levying of such a tax, the Board of Commissioners of Brunswick County is authorized to levy such a tax at a rate not to exceed ten cents (10¢) on each one hundred dollars of assessed value of real and personal property taxable in Brunswick County.

Section 9. The Board of Commissioners of Brunswick County is authorized to reduce or increase the rate of the tax levy provided herein, from year to year, upon recommendation therefore made to said Board by the Resources Development Commission, and said Development Commission is authorized to make such recommendation to said county commissioners if two-thirds of the members of the Resources Development Commission vote in favor of such reduction or increase; provided, however, no increase in the rate of such tax levy shall result in a total tax rate of more than ten cents (10¢) on each one hundred dollars (\$100.00) of assessed value of real and personal property taxable in Brunswick County.

Section 10. If the majority of the qualified voters voting in such election favors the levying of such a tax, then and in that event, there is hereby created a commission to be known as the Resources Development Commission for Brunswick County; such commission shall be composed of nine bipartisan members, to be named by the Brunswick County Board of Commissioners as follows: One member from Northwest Township, one member from Town Creek Township, one member from Smithville Township, one member from Lockwoods Folly Township, one member from Shallotte Township, one member from Waccamaw Township; three remaining members to be named at large from any part of Brunswick County. The terms of office of the members of the commission shall be three years, with the exception of the first two years of the existence of the commission, in which three shall be appointed to serve for a period of one year, three for a period of two years, and three for a period of three years; thereafter, all members shall be appointed for three years, and shall serve until their successors have been appointed and qualified. All appointments for unexpired terms resulting from resignation, death, or other causes shall be made by the Brunswick County Board of Commissioners. The commission shall hold its first meeting within thirty (30) days after its appointment as provided for in this Act, and the beginning date of all terms of office of the commissioners shall be the date on which the commission holds its first meeting. After the members of the commission shall have been appointed and at the time of the holding of the first meeting, they shall, by a majority vote, name and select from their membership their chairman, vice-chairman, secretary, and treasurer, and shall draw up and ratify their own bylaws and procedural rules and policies. The commission member who shall be named treasurer shall have supervision of all funds administered by the commission in any way whatsoever; shall sign, or countersign, all checks, drafts, bills of exchange, or any and all other negotiable instruments which shall properly be issued under his supervision; and shall furnish such surety bond as shall be designated by the Board of Commissioners of Brunswick County. No money, property, or funds of the commission herein created shall be used directly or indirectly as a subsidy or investment in capital stock or capital assets in any business, industry, or business venture.

Section 11. Under the supervision and jurisdiction of the Resources Development Commission for Brunswick County there shall be set up a bureau, the purpose of which shall be to encourage and promote the development of new business and industry of all types, including the processing of agricultural and seafood products, the development of recreational and retirement areas, and to attract tourists, in all parts of the county, based on either local or foreign capital, in any and all ways which may be deemed advisable by the commission; that the commission shall have charge of the activities of this bureau, full supervision of its operation, and full responsibility for its actions; that this jurisdiction shall include employment of personnel for the bureau, supervision of its purchase and expense accounts, and administration and responsibility for all the tax funds which shall be turned over to the commission by county authorities from the Resources Development tax and any and all other funds which may come into its hands, the commission shall be empowered to lease, rent, or purchase, or otherwise obtain suitable quarters and office space for the Resources Development Bureau, to lease, rent, or purchase necessary furniture, fixtures, and other machinery and equipment for the proper operation of the bureau, to purchase advertising space in periodicals which may be selected for that purpose, and to otherwise engage in any and all activities which shall, in its discretion, promote the business, tourist, recreational, and industrial development and general economic welfare of Brunswick County, and shall have full power to exercise any and all other proper authority necessary in connection with its duties not expressly mentioned herein.

Section 12. All laws and clauses of laws in conflict with this Act are hereby repealed.

Section 13. This Act shall be in full force and effect from and after its ratification.

In the General Assembly read three times and ratified, this the 25th day of April 1961.

SESSION 1965

INTRODUCED BY: Representative Williamson, of Brunswick

Referred to:

A BILL TO BE ENTITLED AN ACT TO AMEND CHAPTER 268 OF THE SESSION LAWS OF 1961 RELATING TO THE BRUNSWICK COUNTY RESOURCES DEVELOPMENT TAX.

The General Assembly of North Carolina do enact:

Section 1. Section 9 of Chapter 268 of the Session Laws of 1961 is hereby repealed.

Section 2. Chapter 268 of the Session Laws of 1961 is hereby amended by adding a new section immediately following Section 11, to be designated as Section 11 1/2, and to read as follows:

"Section 11 1/2. Whenever the levy of a tax as herein provided for shall have been approved at an election as herein provided for, a subsequent election on the same question shall thereafter be held under the same provisions governing the original election provided a petition for such special election is presented therefore in the same manner and subject to the same conditions as the petition herein provided for with respect to the original election. If at such election, a majority of those voting therein vote against the continuance of the tax, the Board of County Commissioners shall cease to levy the tax herein provided for, and the Resources Development Commission for Brunswick County shall thereupon be abolished."

Section 3. All laws and clauses of laws in conflict with this Act are hereby repealed.

Section 4. This Act shall be in full force and effect upon its ratification.

**H**

GENERAL ASSEMBLY OF NORTH CAROLINA  
SESSION 1985

**2**

HOUSE BILL 1507  
Second Edition Engrossed 6/26/86

Short Title: Brunswick Resource Dev. Comm.

(Local)

Sponsors: Representative Redwine.

Referred to: Local Government I.

June 10, 1986

1 A BILL TO BE ENTITLED  
2 AN ACT TO EXPAND THE MEMBERSHIP OF THE RESOURCES DEVELOPMENT  
3 COMMISSION FOR BRUNSWICK COUNTY.

4 The General Assembly of North Carolina enacts:

5 Section 1. The first sentence of Section 10 of Chapter  
6 268, Session Laws of 1961 is amended by deleting all of the  
7 language after the first semicolon and substituting: "such  
8 commission shall be composed of 11 bipartisan members, to be  
9 named by the Brunswick County Board of Commissioners as follows:  
10 Two from each of the five electoral districts for county  
11 commissioners, as provided by Section 3 of Chapter 444, Session  
12 Laws of 1977 as rewritten by Section 4 of Chapter 802, Session  
13 Laws of 1981; and one from Brunswick County at large."

14 [REPEAL] 2. The second sentence of Section 10 of Chapter  
15 268, Session Laws of 1961 is rewritten to read: "The terms of  
16 office of the members of the Commission shall be three years,  
17 except of the initial members, who shall be appointed for one  
18 year terms, one for two-year terms, and one for three-year  
19 terms. The division of the initial members into these three  
20  
21

GENERAL ASSEMBLY OF NORTH CAROLINA  
SESSION 1993

H

D

HOUSE DRH2062-LC110(3.2)

Short Title: Brunswick Economic Dev. Commission.

(Local)

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Sponsors: Representative Redwine.

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Referred to:

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## A BILL TO BE ENTITLED

1  
2 AN ACT TO CHANGE THE NAME OF THE RESOURCES DEVELOPMENT  
3 COMMISSION FOR BRUNSWICK COUNTY TO THE BRUNSWICK COUNTY  
4 ECONOMIC DEVELOPMENT COMMISSION.

5 The General Assembly of North Carolina enacts:

6 Section 1. Chapter 268 of the 1961 Session Laws, as amended by  
7 Chapter 501 of the 1965 Session Laws and Chapter 904 of the 1985 Session Laws, is  
8 further amended as follows:

9 (1) By deleting the phrase "RESOURCES DEVELOPMENT  
10 COMMISSION FOR BRUNSWICK COUNTY" and substituting  
11 the phrase "BRUNSWICK COUNTY ECONOMIC  
12 DEVELOPMENT COMMISSION"; and

13 (2) By deleting the phrases "Resources Development Bureau" and  
14 "Resources Development Commission for Brunswick County" each  
15 place they appear and substituting the phrase "Brunswick County  
16 Economic Development Commission".

17 Sec. 2. This act becomes effective July 1, 1993.

*County of Brunswick*  
*Office of the County Commissioners*



A RESOLUTION TO CHANGE THE TERMS OF OFFICE OF THE BRUNSWICK  
COUNTY BOARD OF EQUALIZATION AND REVIEW.

The Brunswick County Board of Commissioners meeting in regular session on 3 February, 1997, do hereby resolve as follows:

WHEREAS, the State of North Carolina, pursuant to North Carolina General Statute §105-322, *et seq.*, authorizes the County Commissioners of the various counties to appoint a Special Board of Equalization and Review by Resolution to implement those duties outlined in Article 21 of the Machinery Act, as amended, and

WHEREAS, the Brunswick County Board of Commissioners approved such a Resolution in regular Session on or about the 20<sup>th</sup> day of February, 1989, creating one year terms for a five member Board of Equalization and Review, and

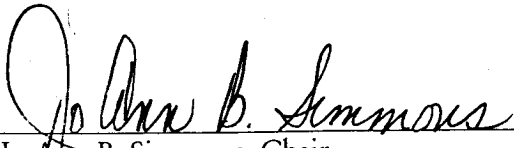
WHEREAS, there is now a desire to minimize the administrative burden of repeated oaths, documentation, and bonding, and two-year terms are authorized by Statute,

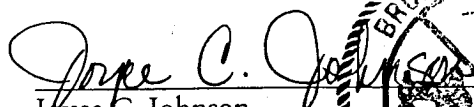
BE IT THEREFORE RESOLVED, that the terms of office of the Brunswick County Board of Equalization and Review, as proscribed in the Original Resolution under the heading of "3. TERM OF OFFICE," is hereby amended to read as follows:

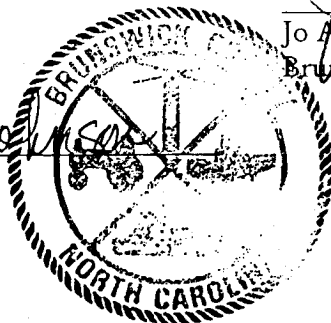
The special Board of Equalization and Review shall be comprised of five (5) two year appointees.

Except as amended herein, the Resolution of the Brunswick County Board of Commissioners of 20 February, 1989, remains in full force and effect.

This the 3<sup>rd</sup> day of February, 1997.

  
Jo Ann B. Simmons, Chair  
Brunswick County Commissioners

  
Joyce C. Johnson  
Clerk to the Board





RESOLUTION OF THE BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
ESTABLISHING THE BRUNSWICK COUNTY BOARD OF EQUALIZATION AND REVIEW

The Brunswick County Board of Commissioners, in regular session, duly assembled, on September 24, 1985, hereby resolve as follows:

THAT, Whereas, the State of North Carolina, pursuant to North Carolina General Statute §105-322 et. seq. has authorized the County Commissioners of the respective counties within the state to appoint a Special Board of Equalization and Review to carry out the duties prescribed in Article 21 of the Machinery Act as amended; and,

Whereas, it appears desirable for the Brunswick County Board of Commissioners to appoint a Special Board of Equalization and Review.

Now, therefore, be it resolved that the Brunswick County Board of Commissioners do hereby establish a Special Board of Equalization and Review as follows:

1. MEMBERSHIP

A. The Special Board of Equalization and Review shall consist of seven (7) members, each member having one vote. There shall be one (1) member appointed from each county electoral district and two (2) members appointed at large.

B. Four (4) members shall constitute a quorum.

C. The Board of Commissioners shall name the Chairman of the Special Board of Equalization and Review.

2. QUALIFICATIONS

A. Each member shall be of good moral character and shall

have resided in Brunswick County for one (1) year prior to taking office.

B. Each member shall be knowledgeable of real estate matters.

C. Each member shall be a real property owner in Brunswick County.

D. Each member shall be a registered voter of Brunswick County.

### 3. TERM OF OFFICE

A. The special Board of Equalization and Review shall be comprised of seven (7) one year appointees.

B. If a vacancy occurs before a term expires, the replacement appointment shall be for the balance of the unexpired term.

C. No member of the Special Board of Equalization and Review shall serve more than two (2) successive terms of office. However, a member shall be eligible for reappointment to the Board one year after that member's second consecutive term has expired, or one year following resignation.

### 4. POWERS AND DUTIES OF THE BOARD OF EQUALIZATION AND REVIEW

A. The Board of Equalization and Review shall have those powers set forth in North Carolina General Statute §105-322 et. seq., and such other powers, duties and responsibilities as are contained in Article 21 of Chapter 105 of the North Carolina General Statutes cited as the Machinery Act.

### 5. CLERK TO THE BOARD OF EQUALIZATION AND REVIEW AND MINUTES OF THE BOARD

A. The Tax Supervisor shall serve as the Clerk to the Board of Equalization and Review and shall be present at all meetings and shall maintain accurate minutes of the actions

of the Board and shall provide the Board with such information as the Tax Supervisor may have or shall obtain with respect to the listing and valuation of taxable property within Brunswick County and shall provide any other such information as is requested by the Special Board of Equalization and Review.

#### 6. STAFF ASSISTANCE

A. The Board of Equalization and Review may call upon all Brunswick County Governmental Departments in carrying out the duties and powers of the Special Board of Equalization and Review. The Special Board of Equalization and Review may call upon the County Attorney or his designee for advice and assistance in interpreting and effectuating Article 21 of Chapter 105 of the North Carolina General Statutes as that Article relates the responsibilities and duties of the Special Board of Equalization and Review.

#### 7. COMPENSATION OF MEMBERS

A. Members of the Special Board of Equalization and Review shall be compensated for their services on the basis of \$35.00 for each member for attendance per official session.

B. For purposes of this Resolution, an official session is defined as either a session which occurs in the portion of the day before a called lunch recess or as a session which occurs during the portion of the day following the called lunch recess, it being the specific intent of this Resolution that the members of this Board shall not be compensated for attending more than two (2) official session per day.

C. Members shall be compensated only if they attend official

sessions.

8. A certified copy of this Resolution shall be forwarded to the North Carolina Department of Revenue within fifteen (15) days following its adoption.

This the 24<sup>th</sup> day of September, 1985.

BRUNSWICK COUNTY BOARD OF  
COMMISSIONERS

Christopher L. Chappell  
Christopher L. Chappell, Chairman

ATTEST:

Regina E. White  
Regina E. White, Clerk to the Board

APPROVED AS TO FORM:

David L. Clegg  
David L. Clegg, County Attorney

FILE

COPY

2-20-89  
Attachment No. 3

RESOLUTION OF THE BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
ESTABLISHING THE BRUNSWICK COUNTY BOARD OF  
EQUALIZATION AND REVIEW

The Brunswick County Board of Commissioners, in regular session, duly assembled, on February 20, 1989, hereby resolve as follows:

THAT, WHEREAS, the State of North Carolina, pursuant to North Carolina General Statute 105-322 et. seq. has authorized the County Commissioners of the respective counties within the state to appoint a Special Board of Equalization and Review to carry out the duties prescribed in Article 21 of the Machinery Act as amended; and,

WHEREAS, it appears desirable for the Brunswick County Board of Commissioners to appoint a Special Board of Equalization and Review;

NOW, THEREFORE, be it resolved that the Brunswick County Board of Commissioners do hereby establish a Special Board of Equalization and Review as follows:

1. Membership

A. The Special Board of Equalization and Review shall consist of Five (5) members, each member having one (1) vote. There shall be one (1) member appointed from each county electoral district.

B. Three (3) members shall constitute a quorum.

C. The Board of Commissioners shall name the Chairman of the Special Board of Equalization and Review.

2. Qualifications

A. Each member shall be of good moral character and shall have resided in Brunswick County for one (1) year prior to taking office.

B. Each member shall be knowledgeable of real estate matters.

C. Each member shall be a real property owner in Brunswick County.

D. Each member shall be a registered voter of Brunswick County.

3. Term of Office

A. The special Board of Equalization and Review shall be comprised of five (5) one year appointees.

B. If a vacancy occurs before a term expires, the replacement appointment shall be for the balance of the unexpired term.

4. Powers and Duties of the Board of Equalization and Review

A. The Board of Equalization and Review shall have those powers set forth in North Carolina General Statute 105-322 et. seq., and such other powers, duties and responsibilities as are contained in Article 21 of Chapter 105 of the North Carolina General Statutes cited as the Machinery Act.

5. Clerk to the Board of Equalization and Review and Minutes of the Board

A. The Tax Supervisor shall serve as the Clerk to the Board of Equalization and Review and shall be present at all meetings and shall maintain accurate minutes of the actions of the Board and shall provide the Board with such information as the Tax Supervisor may have or shall obtain with respect to the listing and valuation of taxable property within Brunswick County and shall provide any other such information as is requested by the Special Board of Equalization and Review.

6. Staff Assistance

A. The Board of Equalization and Review may call upon all Brunswick County Governmental Departments in carrying out the duties and powers of the Special Board of Equalization and Review.

7. Compensation of Members

A. Members of the Special Board of Equalization and Review shall be compensated for their services on the basis of \$35.00 for each member for attendance per official session.

B. For purposes of this Resolution, an official session is defined as either a session which occurs in the portion of the day before a called lunch recess or as a session which occurs during the portion of the day following the called lunch recess,